

# **TENDER EVALUATION GUIDANCE DOCUMENT**

## **GOVERNORATE OF QALYUBIYA, EGYPT**

### **Prepared for:**

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## ACRONYMS

BTB	Building-to-Building
GOQ	Governorate of Qalyoubiya
HCF	Health Care Facility
LCG	Large Commercial Generator
MSW	municipal solid waste
RFT	Request for Tender
TEC	Tender Evaluation Committee
WPS	Waste Pooling Site

## SECTION 1

### TENDER OFFER EVALUATION OVERVIEW

The purpose of this guidance document is to provide the Governorate of Qalyoubiya (GOQ) with information to assist the Tender Evaluation Committee (TEC) conduct the evaluation of Tender Offers for Solid Waste Management and Cleaning Services, Industrial Waste Management Services, and Medical Waste Management Services.

The Tender Offer evaluation procedures and suggested evaluation criteria are specific to the Request for Tender (RFT) issued by the GOQ and titled “Qalyoubiya Governorate Request for Tender: Solid Waste Management and Cleaning Services, Industrial Waste Management Services, and Medical Waste Management Services – April 15, 2003”. It should not be used to evaluate other Tender Offers, or by other Governorates, unless it is revised and made applicable to the specific needs and requirements stated in the RFT.

### TENDER EVALUATION CRITERIA – SUBMITTAL REQUIREMENTS

The RFT contains specific instructions to the Bidders. They must perform certain activities and provide specific information and documents.

The Submittal Requirements may be evaluated by answering questions that have either “Yes” or “No” answers. If the Bidder met the Requirement, then the answer to the question is “Yes”. When reviewing the Tender Offers, if a Bidder receives a “No” for any Submittal Requirement, the Bidder may be disqualified from further consideration.

Submittal requirements are listed in Section 2 of this report. For each requirement, there is a reference to where the requirement is located in the RFT. A form is included in Appendix A where the results of this analysis can be tabulated.

### TENDER EVALUATION CRITERIA – TECHNICAL PROPOSAL

As defined in the RFT, the technical evaluation looks at four aspects of the Technical Proposals: the draft work plans, facilities and equipment, key personnel, and overall quality.

#### **Quality of Draft Work Plans**

The RFT solicits Tender Offers for the following Services:

- Solid Waste Management and Cleaning Services:
  - Residential and Commercial Collection
  - Processing and Transfer
  - Landfill Services
  - Street and Public Facility Cleaning
  - Public Information Services
- Industrial Waste Collection Services
- Medical Waste Management Service

The Technical Evaluation Criteria for each Service are based on the Draft Work Plan requirements, Service Specifications, and Minimum Technical Requirements.

### **Quality of Facilities and Equipment**

The TEC should evaluate the *quality* of the facilities and equipment being offered by the Bidder for the service. Quality means whether the facility construction or equipment is durable, reliable, made of appropriate materials, and thus likely to serve the functions proposed by the Bidder. For example, if facilities or equipment have never before been utilized for solid waste management purposes, the quality and applicability may be judged to be inadequate. This part of the evaluation does not consider the *adequacy* of the facilities and equipment being offered by the Bidder. Consideration of this issue is incorporated into the evaluation of the Quality of Draft Work Plans.

### **Quality of Key Personnel**

The TEC should evaluate the *qualifications* of the senior level personnel, i.e., the general manager and the managers proposed to report directly to the general manager. The senior level personnel qualifications should include the following:

- Experience in managing medical waste management service contracts.
- Experience in large urban areas in developing countries.
- Experience in their particular area of responsibility.

### **General Quality of Technical Proposal**

The TEC should evaluate the overall *responsiveness* and *clarity* of the Bidders' Technical Proposals and *approach* to the unique conditions of the service area. Technical Proposals should present, in a clear and concise manner, detailed information responding to the RFT. Evaluation of the overall quality of the Bidders' Technical Proposals allows the GOQ to account for those factors that are not otherwise considered.

## **NUMERICAL SCORES AND WEIGHTS**

The TEC should utilize a uniform numerical scoring and weighting system in order to tabulate the results of the evaluation of Technical Proposals.

### **Numerical Scores**

The technical evaluation criteria are qualitative in nature. They are open-ended questions that can be scored on a rating system such as follows:

0 = unacceptable: The Tender Offer does not meet the minimum requirements stated in the RFT

1 = acceptable: The Tender Offer meets the minimum criteria stated in the RFT.

2 = more than acceptable: The Tender Offer clearly exceeds the minimum criteria stated in the RFT

N/A = not applicable – The specific evaluation criteria is not applicable to the Technical Proposal (e.g., if the Bidder does not propose to compost any waste, then composting evaluation criteria would not be applicable).

### **Evaluation Criteria Weighting**

Some evaluation criteria are more important than others. Therefore, each criterion should be assigned a numerical weight based on its relative importance to other criterion. The recommended weighting system is defined as follows:

1 = less important when compared to all other criterion

2 = important when compared to all other criterion

3 = more important when compared to all other criterion

The criteria weighting should be completed before beginning the numerical scoring of the Tender Offer evaluation criteria. The criteria weighting can be established by each entity (individual or sub-committee) completing the evaluation.

### **Service Weighting**

In accordance with the RFT, Section 6.3.1, a total of 50 points are assigned to the evaluation of the draft Work Plans and 20 points to the evaluation of proposed equipment and facilities. These points must be allocated among the Services according to their importance.

Not all of the services comprising the Solid Waste Management and Cleaning Services are of equal importance to achieving the objectives for the GOQ. For example, when evaluating the Technical Proposals, waste collection services may be considered to be more important than Public Information Services and therefore, more weight could be given to collection and landfill services than public information services.

Industrial Waste Management Services and Medical Waste Management Services are not divided and therefore, Service Weighting is not required.

## **EVALUATION FORMS**

The Appendices to this document contains one set of the evaluation forms to be used to evaluate the Tender Offers from a Contractor. Each member or sub-committee of the Tender Evaluation Committee (if a sub-committee is formed to evaluate part or all of a Tender Offer) will receive a set of forms for each offer being evaluated. The person or sub-committee should complete the column entitled “Enter Numerical Score (0, 1, 2, or N/A)” and “Enter Criteria Weight (1, 2, or 3)” for each evaluation form for the assigned evaluation area. Once the evaluation is completed, the information will be entered into the computer “EXCEL” spreadsheet that will make the required calculations to determine whether the Contractor’s Tender Offer meets or exceeds the minimum evaluation criteria.

## SECTION 2

### STEP 1 – COMPLIANCE WITH SUBMITTAL REQUIREMENTS

*“Step 1: Each Technical Proposal will be examined first to confirm or otherwise determine whether there has been full compliance with the RFT and the Bidder’s pre-qualification submission.” (RFT 6.3.1)*

The purpose of Step 1 is to examine the Technical Proposals and qualify or disqualify Bidders according to the specific Submittal Requirements defined by the GOQ.

The following paragraphs contain specific criteria presented in the form of questions. Each of the following Submittal Requirements is required by the terms of the RFT. Appendix A includes a form (Evaluation Form for Technical Proposal Submittal Requirements) that can be used to tabulate the yes or no answers to the questions contained in the following paragraphs.

#### **TENDER OFFER SUBMITTAL DATE**

1. Did the Bidder submit their Technical and Financial Proposals on or before the hour of 12 o’clock noon on the date specified? (RFT 5.3.1)

#### **PACKAGING AND LABELING OF TENDER OFFER**

1. Did the Bidder submit an original and three copies of their Tender Offer in Arabic and clearly indicate which one is the original? (RFT 5.1.1)
2. Did the Bidder submit an original and two copies of their Tender Offer in English and clearly indicate which one is the original? (RFT 5.1.1)
3. Did the Bidder properly seal the Technical and Financial Proposals in separate envelopes and properly mark the envelopes? (RFT 5.2)

#### **CONFORMANCE WITH STATEMENT OF QUALIFICATIONS.**

1. Is the Bidder comprised of the same company, corporation, etc. that was pre-qualified by the GOQ?
2. Is the Bidder submitting a Tender Offer only for those Services (Solid Waste Management and Cleaning, Industrial Waste Management, or Medical Waste Management) for which it was pre-qualified?

#### **SIGNING OF THE TENDER OFFER**

1. Did the Bidder, or a duly authorized person(s), sign the original and all copies of the Tender Offer? (RFT 5.1.2)

## **MODIFICATION OF THE TENDER OFFER**

1. If any modifications were submitted, did the Bidder properly prepare, seal, mark, and deliver such modifications? (RFT 5.5.2)

## **BID LETTER OF GUARANTEE**

1. Did the Bidder provide a Bid Letter of Guarantee in the required amount? (RFT 4.7.2)
2. Is the Bid Letter of Guarantee backed by a Surety acceptable to the GOQ? (RFT 4.7.1)
3. Is the Bid Letter of Guarantee in accordance with the content included in Annex B to the RFT? (RFT 4.7.2)

## **JOINT VENTURES**

1. Has the Bidder retained the same proposed joint venture arrangement? If not, has the GOQ provided written approval of a change in the joint venture arrangement? (RFT 4.4.1)
2. Does the Tender Offer contain a description of the shareholding and respective responsibilities for each participant making up the Joint Stock Company as originally set forth in the Bidder's Pre-qualification Document? (RFT 4.4.3)
3. Did the Bidder submit a letter signed by a responsible officer for each Joint Venture Participant providing a written formal commitment to the Joint Venture, acceptance of the arrangements of the Joint Venture, and willingness to provide a joint and several guarantee? (RFT 4.5.3)
4. Did the Bidder identify one company that will serve the leading role in the Joint Venture and will have the authority to commit all participants? (RFT 4.5.3)
5. Is the Bid Letter of Guarantee in the name of all the participants in the Joint Venture? (RFT 4.7.3)

## **CONTENTS OF TECHNICAL PROPOSAL**

1. Does the Technical Proposal contain the Bidder's Bid Letter of Guarantee? (RFT 4.5.1)
2. Does the Technical Proposal contain a formal Bidder's Commitment Letter providing the commitments listed in the RFT as per Annex D? (RFT 4.5.2)
3. Does the Technical Proposal contain a copy of all Addenda issued by the GOQ? (RFT 4.5.9)

## SECTION 3

### STEP 2 – TECHNICAL PROPOSAL EVALUATION

*“Step 2: The Technical Proposal shall then be examined in detail to determine whether the Bidder has demonstrated sufficient capability to undertake performance of the services and activities. A total of 100 points will be assigned to this category. Bidders must achieve a total of at least 75 points AND the minimum number of points specified for each of the four key areas of technical evaluation listed below. Only those Bidders achieving both the overall score of 75 points and the minimum required for each element will be included in Step 3.” (RFT 6.3.1)*

The purpose of Step 2 is to determine which Technical Proposals meet the minimum detailed requirements specified in Appendix 2, Articles 1 through 5. Step 2 is divided into four separate activities.

- Quality of Draft Work Plans
- Quality of Facilities and Equipment
- Quality of Personnel
- Quality of Overall Submittal

Appendix A contains all of the forms necessary to perform a complete analysis of the Technical Proposal for each of the above areas of evaluation.

#### STEP 2(D) – QUALITY OF DRAFT WORK PLANS

*“50 points for the quality of the proposed Draft Work Plan to meeting the requirements of the Scope of Services. The minimum number of points required for this element is 35.”*

#### **Evaluation Criteria – Residential and Commercial Waste Collection Work Plan**

1. Collection Route Maps. (2.1) Does the Draft Work Plan contain collection route maps that cover all areas of the indicating the type of service and are the proposed routes acceptable?
2. Collection Route Time Schedule. (2.1) Does the Draft Work Plan contain schedules for collection routes for each type of service and are the proposed schedules acceptable?
3. Description of Personnel. (2.1) Does the Draft Work Plan contain information on the type and number of personnel to be deployed? Do the numbers and types of personnel appear to be adequate?
4. Personnel Recruiting and Training Plan. (2.1) Does the Draft Work Plan describe the plan for personnel recruiting and training? Is the plan acceptable?

5. Container Distribution and Maintenance Plan. (2.1, 3.3.2, 3.3.3, 3.4.2, and 3.4.3) Does the Draft Work Plan describe the plan for distributing, cleaning, and maintaining Rollout Carts and Bins? Is the plan acceptable?
6. Driver Training and Testing Program. (2.1) Does the Draft Work Plan describe a program for training and testing drivers? Is the plan acceptable?
7. Equipment List and Manufacturer's Literature. (2.1) Does the Draft Work Plan contain a comprehensive list of equipment to be used by the Bidder and does the number and type of equipment appear to be sufficient to meet the requirements?
8. Administration and Field Supervision Plan. (2.1 and 3.6.2) Does the Draft Work Plan describe the plan for administration and field supervision of all operations? Is the plan acceptable?
9. Record Keeping and Reporting System. (2.1) Does the Draft Work Plan describe a record keeping and reporting system, and is the system acceptable?
10. Procedures for Communicating with GOQ and Customers. (2.1) Does the Draft Work Plan describe procedures for communicating with the GOQ Project Administrator and the Customers, and are the procedures acceptable?
11. Vehicle Sanitation and Maintenance Plan. (2.1) Does the Draft Work Plan contain a plan for sanitizing and maintaining Waste Collection Vehicles? Is the plan acceptable?
12. Building-to-Building (BTB) Service. (2.5.2) Does the Draft Work Plan commit to providing BTB Service for municipal solid waste (MSW) and Bulky Waste per the specification?
13. BTB Service Adequacy. (2.5.2, 2.7.2, and 3.3) Does the Bidder demonstrate that adequate levels of personnel and equipment will be committed in order to meet the requirements?
14. BTB Waste Collection Hours. (2.9.2) Does the Draft Work Plan commit to perform BTB collection during the specified hours?
15. Number of Rollout Carts. (3.3) Does the Bidder indicate the number of Rollout Carts that will be procured and distributed and is the number adequate for all of the Buildings designated to receive BTB Service?
16. Waste Pooling Site (WPS) Service. (2.5.3) Does the Draft Work Plan commit to providing WPS Service for MSW and Bulky Waste per the specification?
17. WPS Service Adequacy. (2.5.3, 2.7.4, and 3.4) Does the Bidder demonstrate that adequate levels of personnel and equipment will be committed in order to meet the requirements?

18. Number of Bins. (3.4) Does the Bidder indicate the number of Bins that will be procured and distributed and is the number sufficient given the number of Waste Pooling Sites?
19. Large Commercial Generator (LCG) Service. (2.5.4) Does the Draft Work Plan commit to providing LCG Service for MSW per the specification?
20. LCG Service Adequacy. (2.5.4, 2.7.4, and 3.5) Does the Bidder propose adequate levels of personnel and equipment to meet the requirements?
21. Number of LCG Containers. (3.5) Does the Bidder indicate the number of Bins and/or Carts that will be procured and distributed and is the number sufficient given the number of LCG Sites?
22. Collection Service Frequency. (2.8.1) Does the Bidder commit to provide each type of Collection Service at the frequency specified?
23. Compliance with Local Ordinance. (3.7.7) Does the Bidder commit to obeying all laws and GOQ ordinances?
24. Use of Designated Facilities. (2.11) Does the Bidder commit to transport all collected MSW and Bulky Waste to Designated Facilities?
25. Ancillary Equipment. (3.1.14) Does the Bidder state that collection vehicles will be equipped with the required ancillary equipment?
26. Storage Location for Collection Vehicles. (3.1.15) Does the Bidder identify where Waste Collection Vehicles will be stored and do these places meet the minimum requirements?
27. Reserve Equipment. (3.1.16) Does the Bidder propose reserve equipment in sufficient number and type to meet the minimum requirements?
28. Uniforms. (3.6.4) Does the Bidder commit to providing uniforms for all employees?
29. Spillage. (3.7.8) Does the Bidder commit to cleaning up spillage caused by the Contractor?
30. Scavenging. (3.7.9) Does the Bidder commit to prohibiting employees from scavenging materials while performing collection activities?

**Evaluation Criteria – Processing and Transfer Work Plan**

1. Detailed Description of All Facilities. (2.1.1) Does the Draft Work Plan contain descriptions of all proposed facilities and operations?
2. Source of Waste. (2.2.1) Does the Bidder commit to only receive and process materials collected in accordance to the requirements of this RFT?

3. Hours of Operation and Access Control. (2.2.2) Does the Bidder commit to restrict delivery of waste to facilities to the hours as specified?
4. Site Plans. (3.1.1.1) Does the Draft Work Plan contain a separate site plan for each facility that conforms with the requirements?
5. Design and Operations Description. (3.1.1.2) Does the Draft Work Plan contain a written description of each facility that conforms with the requirements?
6. Facility Adequacy. (3.1.1.2) Do the facilities proposed by the Bidder appear to be adequate in order to perform the proposed activities?
7. Staffing Plan. (3.1.1.4) Does the Draft Work Plan contain a description and number of positions for each category of personnel, and does the number of personnel appear to be adequate in order to perform the proposed activities?
8. Weighing and Classification System. (3.2.1) Do all proposed processing and transfer facilities include a permanent vehicle weighing system that is capable of meeting the requirements?
9. Residence Time – Consolidation Sites and Transfer Facilities. (3.2.2) Does the Bidder demonstrate that waste and waste-derived materials will be removed from Consolidation Sites and Transfer Facilities within 24 hours of receipt?
10. Residence Time – Putrescible Materials. (3.2.2) Does the Bidder demonstrate that MSW and putrescible materials will be removed from receiving areas by the end of operations each day?
11. Handling of Putrescible Waste. (3.3.1) Does the Bidder commit to only handle putrescible waste diverted from disposal at Composting Facilities specified in the Draft Work Plan?
12. Location of Waste Processing. (3.3.2) Does the Bidder demonstrate that all materials transfer and processing activities will occur only at facilities described in the Draft Work Plan?
13. Scavenging. (3.3.3) Does the Bidder commit to prohibit scavenging by employees except when it is for the benefit of the Bidder?
14. Transport of Materials. (3.3.4) Does the Bidder demonstrate that all materials and waste transport will comply with applicable requirements of Article 1?
15. Waste Disposal. (3.3.5 and 3.4.7) Does the Bidder commit to deliver MSW, industrial waste, and residue from processing operations to the Designated Disposal Facility?
16. Compost Feedstock. (3.4.1) Is the process proposed by the Bidder capable of producing compost feedstock that meets the requirement?

17. Bulking Agents. (3.4.1.2) Does the bulking agent(s) proposed by the Bidder meet the requirements?
18. Active Composting – Technology. (2.4.2) Does the Bidder utilize turned windrow composting technology that is compatible with the proposed equipment?
19. Active Composting – Moisture Content. (3.4.2) Is the composting operation(s) proposed by the Bidder able to maintain required moisture content?
20. Active Composting – Residence Time. (3.4.2) Does the composting operation(s) proposed by the Bidder keep materials in active composting for the required number of days?
21. Active Composting – Pathogen Reduction. (3.4.2.1) Does the Bidder commit to meeting the time, temperature, and turning requirements for all material removed from active composting?
22. Active Composting – Temperature Monitoring. (3.4.6.1) Does the Bidder commit to monitoring active composting temperature according to the requirements?
23. Composting Record. (3.5.2 – 3.5.4) Does the Bidder commit to keeping records of composting operations that meet the requirements?
24. Compost Curing. (2.4.3) Is the compost curing process compatible with the proposed equipment?
25. Compost Curing – Residence Time. (3.4.3) Does the curing operation(s) proposed by the Bidder keep materials in curing for the required number of days and number of turnings?
26. Compost Curing – Stability. (3.4.3.1) Does the Bidder commit to meeting the stability requirements for all material removed from curing?
27. Compost Curing – Temperature Monitoring (3.4.6.2) Does the Bidder commit to monitoring curing pile temperature according to the requirements?
28. Curing Record. (3.5.5) Does the Bidder commit to keeping a record of curing operations that meets the requirements?
29. Windrow and Curing Pile Identification. (3.4.5) Does the Bidder commit to identifying and marking windrows and curing piles in accordance the requirements?
30. Compost Refinement Record. (3.5.6) Does the Bidder commit to keeping a record of compost refinement operations that meets the requirements?
31. Compost Storage and Distribution Record. (3.5.7) Does the Bidder commit to keeping a record of compost storage and refinement that meets the requirements?
32. Facility Management. (3.7.1) Does the Bidder provide a qualified manager for each Processing and Transfer Facility?

33. Run-off and Leachate Control. (3.8.1) Do the Site Plans for all facilities demonstrate that all contact and non-contact water will be separated and handled according to the requirements?
34. Facility Access Control. (3.8.2) Do the Site Plans for all facilities demonstrate that access to the facility will be controlled according to the requirements?
35. Odor Complaint Record. (3.5.8) Does the Bidder commit to keeping a record of all odor complaints and responding to them according to the requirements?
36. Litter Control. (3.8.3) Does the Bidder commit to control litter at all facilities according to the requirements?
37. Spill Record. (3.5.9) Does the Bidder commit to keeping a Spill Record in accordance with the requirements?
38. Emergency Event Record. (3.5.10) Does the Bidder commit to keeping an Emergency Event Record in accordance with the requirements?
39. Laboratory Records. (3.5.11) Does the Bidder commit to keeping Laboratory Records in accordance with the requirements?

#### **Evaluation Criteria – Landfill Work Plan**

1. Project Schedule. (3.1) Does the Draft Work Plan contain a project schedule that provides the required information? And does the schedule appear to be practical?
2. Permitting. (3.1) Does the Draft Work Plan contain the plans and procedures for acquiring all necessary construction and environmental permits?
3. Site Plan. (3.1.1) Does the Draft Work Plan contain a Site Plan at a minimum scale of 1:2,000 and including a vicinity map that shows the location, access road, and street address for the facilities?
4. Site Plan – Existing and Final Contours. (3.1.1) Does the Site Plan provide the existing and final elevation contours for the site?
5. Site Plan – Property Boundary. (3.1.1) Does the Site Plan show the property boundaries for the site?
6. Site Plan – Access Roads. (3.1.1, 3.2.2.1, and 3.2.2.7) Does the Site Plan show the Site Access Road and On-Site Access Road, and do they meet the design requirements?
7. Site Plan – Perimeter Fencing and Entrance Gate. (3.1.1 and 3.2.2.2) Does the Site Plan show the perimeter fencing and Entrance Gate and does the Site Fencing meet the design requirement?

8. Site Plan – Major Structure Locations. (3.1.1) Does the Site Plan show the location of the scale house, office building, and other major structures?
9. Site Plan – Drainage Structures. (3.1.1) Does the Site Plan show drainage facilities for controlling surface water that meet the design requirements?
10. Site Plan – Maintenance Yard. (3.1.1) Does the Site Plan show the equipment maintenance yard?
11. Preliminary Design, Construction, and Operations Plan. (2.5–2.7 and 3.1.2) Does the Draft Work Plan contain a Preliminary Landfill Design, Construction, and Operations Plan (Preliminary Plan) that include both narrative descriptions and preliminary design drawings?
12. Executive Summary. (3.1.2) Does the Preliminary Plan include an Executive Summary of the design, construction, phased operation, and closure of the landfill?
13. Design Criteria. (2.5 and 3.1.2) Does the Preliminary Plan provide the design criteria for construction of the landfill?
14. Design Capacity. (2.5 and 3.1.2) Does the Preliminary Plan provide the daily and annual design capacity in conformance with the requirements?
15. Disposal Density. (3.1.2 and 3.4.9) Does the Preliminary Plan provide a description of procedures adequate to produce in-place waste density that meets the requirement, and is the proposed method of measurement acceptable?
16. Waste Volume and Cover Requirements. (3.1.2 and 3.4.10) Does the Preliminary Plan provide the design assumptions for waste volume and daily, intermediate, and final cover needs? Do the assumptions meet the requirements?
17. Scale House Operations and Procedures. (3.1.2, 3.2.2.4 and 3.4.4) Does the Preliminary Plan describe the scale house operation procedures and the data collection and management system? Do they meet the requirements?
18. Site Security. (3.1.2 and 3.4.2) Does the Preliminary Plan provide a narrative description of site security systems that meet the requirements?
19. Facility and Equipment Maintenance. (3.1.2 and 3.4.12.1) Does the Preliminary Plan provide a narrative description of facility and equipment maintenance that meet the requirements?
20. Animal Vector Management Plan. (3.1.2 and 3.4.19) Does the Preliminary Plan provide a narrative description of the animal vector management procedures that meet the requirements?
21. Cover Management Plan. (3.1.2 and 3.4.10) Does the Preliminary Plan provide a narrative description of cover material management procedures that meet the requirements?

22. Dust Management Plan. (3.1.2 and 3.4.18) Does the Preliminary Plan provide a narrative description of dust control and mitigation procedures that meet the requirements?
23. Fire Control Plan. (3.1.2 and 3.4.15) Does the Preliminary Plan provide a narrative description of fire control procedures that meet the requirements?
24. Groundwater Management Plan. (2.8.1, 3.1.2, and 3.9.1) Does the Preliminary Plan provide a narrative description of groundwater monitoring and management procedures that meet the requirements?
25. Construction and Quality Control Plan. (3.1.2 and 3.3) Does the Preliminary Plan provide a narrative description of landfill construction and quality control procedures that meet the requirements?
26. Landfill Gas Management Plan. (2.8.2, 3.1.2, 3.2.2.9, and 3.9.2) Does the Preliminary Plan provide a description of landfill gas management procedures and structures that meet the requirements?
27. Surface Water Management Plan. (3.1.2 and 3.2.2.14) Does the Preliminary Plan provide a narrative description of surface water management procedures that meet the requirements?
28. Waste Monitoring Plan. (3.1.2 and 3.4.6) Does the Preliminary Plan provide a narrative description of the procedures for monitoring incoming waste that it meets the requirements?
29. Noise Control. (3.1.2) Does the Preliminary Plan provide a description of noise control measures?
30. Contingency Plans. (3.1.2) Does the Preliminary Plan provide a description of actions to be taken in case of environmental contamination or emergency events?
31. Closure Plan. (2.9 and 3.1.2) Does the Preliminary Plan provide a description of landfill closure procedures?
32. List of Permits. (3.1.2) Does the Preliminary Plan provide a list of required permits and a schedule for obtaining them?
33. Final Cover and Elevation. (2.9, 3.1.2, and 3.2.2.11) Does the Preliminary Plan provide conceptual drawings for the final cover and final elevations that meet the requirements?
34. Staffing Plan. (3.1.4 and 3.4.1) Does the Preliminary Plan provide the required information for each of the required positions, and does the number of personnel appear to be adequate in order to perform the proposed activities?

## **Evaluation Criteria – Street and Public Facility Cleaning Work Plan**

1. Cleaning Route Maps. (2.1.1) Does the Draft Work Plan contain street cleaning route maps, including factors used for their development, that cover all required areas of the GOQ, and are the proposed routes acceptable?
2. Cleaning Route Time Schedules. (2.1.1) Does the Draft Work Plan contain schedules for street cleaning, and are the schedules acceptable?
3. Description of Personnel. (2.1.1) Does the Draft Work Plan contain information on the types and numbers of personnel to be deployed?
4. Performance Guidelines. (2.1.1) Does the Draft Work Plan provide performance guidelines for mechanical sweeper operators and manual sweepers, and do the guidelines appear to be adequate?
5. Personnel Recruiting and Training Plan. (2.1.1) Does the Draft Work Plan describe the plan for personnel recruiting and training, including operator training? Is the plan acceptable?
6. Equipment List. (2.1.1) Does the Draft Work Plan contain a comprehensive list of equipment to be used by the Bidder and do the numbers and types of equipment appear to be sufficient to meet the requirements?
7. Waste Transfer. (2.1.1, 2.6.2, and 2.6.3) Does the Draft Work Plan demonstrate that the Bidder will transfer sweepings and litter only to designated facilities and according to the requirements?
8. Water Supply. (2.1.1) Does the Draft Work Plan contain a plan for supplying Mechanical Sweepers with water and is the plan acceptable?
9. Administration and Field Supervision Plan. (2.1.1) Does the Draft Work Plan describe the plan for administration and field supervision of all operations? Is the plan acceptable?
10. Litter Basket Distribution. (2.1.1 and 3.2) Does the Draft Work Plan describe the procedures for distributing, cleaning, and maintaining Litter Baskets, and is the plan acceptable?
11. Record Keeping and Reporting System. (2.1.1) Does the Draft Work Plan describe a record keeping and reporting system, and is the system acceptable?
12. Procedures for Communicating with GOQ. (2.1.1) Does the Draft Work Plan describe procedures for communicating with the GOQ Project Administrator, and are the procedures acceptable?
13. Vehicle Sanitation and Maintenance Plan. (2.1.1) Does the Draft Work Plan contain a plan for sanitizing and maintaining Street Cleaning Vehicles? Is the plan acceptable?

14. Mechanical Sweeping of Primary Roads. (2.2.1) Does the Bidder commit to providing mechanical sweeping of primary roads according to the requirements?
15. Mechanical Sweeping Adequacy. (2.2.1) Does the Bidder demonstrate that adequate levels of personnel and equipment will be committed in order to meet the requirements?
16. Mechanical Sweeping Hours. (2.3.4) Does the Bidder commit to perform mechanical sweeping during the specified hours?
17. Manual Sweeping. (2.2.2) Does the Bidder commit to providing manual sweeping of primary and secondary roads according to the requirements?
18. Manual Sweeping Adequacy. (2.2.2) Does the Bidder demonstrate that adequate levels of personnel and equipment will be committed in order to meet the requirements?
19. Manual Sweeping Hours. (2.3.5) Does the Bidder commit to perform manual sweeping during the specified hours?
20. Cleaning of Unpaved Streets. (2.2.3) Does the Bidder commit to cleaning unpaved streets according to the requirements?
21. Cleaning of Unpaved Streets Adequacy. (2.2.3) Does the Bidder demonstrate that adequate levels of personnel and equipment will be committed in order to meet the requirements?
22. Cleaning of Unpaved Streets Hours. (2.3.6) Does the Bidder commit to perform cleaning during the specified hours?
23. Public Facilities Litter Collection. (2.2.4) Does the Bidder commit to providing litter collection service according to the requirements?
24. Public Facility Litter Collection Adequacy. (2.2.4) Does the Bidder demonstrate that adequate levels of personnel and equipment will be committed in order to meet the requirements?
25. Public Facility Litter Collection Hours. (2.3.7) Does the Bidder commit to providing litter collection service during the specified hours and days?
26. Litter Basket Service. (2.2.5) Does the Bidder commit to providing litter basket service according to the requirements?
27. Litter Basket Service Adequacy. (2.2.5) Does the Bidder demonstrate that adequate levels of personnel and equipment will be committed in order to meet the requirements?
28. Litter Basket Service Hours. (2.3.8) Does the Bidder commit to servicing litter baskets at the specified frequency and during the required hours?

29. Public Structure Washing Service. (2.1.1 & 2.2.6) Does the Bidder commit to providing washing service for each type of structure according to the requirements?
30. Public Structure Washing Adequacy. (2.2.6) Does the Bidder demonstrate that adequate levels of personnel and equipment will be committed in order to meet the requirements?
31. Public Structure Washing Frequency. (2.10.1) Does the Bidder commit to washing public structures according to the required frequencies?
32. Wash Water Management. (2.10.4) Does the Draft Work Plan demonstrate the Bidder will manage wash and rinse water in a manner that will conform to the requirements?
33. Supplemental Manpower. (2.2.7) Does the Bidder commit to providing supplemental manpower according to the requirements?
34. Ancillary Equipment. (3.1.11) Does the Bidder state that Mechanical Street Sweepers will be equipped with the required ancillary equipment?
35. Reserve Equipment. (3.1.13) Does the Bidder propose reserve equipment in sufficient number and type to meet the minimum requirements?
36. Uniforms. (3.6.4) Does the Bidder commit to providing uniforms for all Street Cleaning employees?
37. Spillage. (3.7.7) Does the Bidder commit to cleaning up spillage caused by the Contractor?

### **Evaluation Criteria – Public Information Services Work Plan**

1. Staffing and Management. (3.1.1) Does the Draft Work Plan contain a detailed description of staffing and management?
2. Staffing Level. (3.1.5) Has the Bidder committed sufficient staff resources, either in-house or out-sourced, to perform all Public Information Services adequately?
3. Staff Experience. (3.1.5) Does the Draft Work Plan describe the experience and qualifications of its personnel or public relations firm, and are these persons adequately qualified?
4. Promotion Activities. (3.1.2) Does the Draft Work Plan provide a description of the promotional activities that meets the requirements?
5. Public Information Activities. (3.1.3) Does the Draft Work Plan provide a description of public information activities that meets the requirements?
6. News and Media Relations. (3.1.4 and 3.5) Does the Draft Work Plan provide a description of news and media relations that meets the requirements?

7. Initial Notification. (3.3.1) Does the Bidder's Draft Work Plan commit to providing initial notifications to Customer according to the requirements?
8. Follow-up Notification. (3.4) Does the Bidder's Draft Work Plan commit to providing follow-up notifications according to the requirements?
9. Annual Follow-up Notification. (3.4.4) Does the Bidder's Draft Work Plan describe annual follow-up notifications procedures and contents in accordance with the requirements?
10. Coordination with GOQ PACT. (3.6) Does the Bidder's Draft Work Plan describe how it will coordinate with the GOQ PACT according to the requirements?
11. Customer Service Office. (3.8) Does the Bidder commit to operating a Customer Service Office in conformance with the requirements?

### **Evaluation Criteria – Industrial Waste Collection Work Plan**

1. Collection Route Maps. (2.1.1) Does the Draft Work Plan contain collection route maps that includes an acceptable description of factors used in their development
2. Description of Personnel. (2.1.1) Does the Draft Work Plan contain information on the type and number of personnel to be deployed? Do the numbers and types of personnel appear to be adequate?
3. Performance Guidelines for Operators. (2.1.1) Does the Draft Work Plan describe the performance guidelines for Waste Collection Vehicle operators? Are the guidelines acceptable?
4. Administration and Management Plan. (2.1.1 and 3.3.3) Does the Draft Work Plan describe the plan for administration and management of all operations, including Field Supervision? Is the plan acceptable?
5. Job Training Program. (2.1.1) Does the Draft Work Plan describe the job training program for Waste Collection Vehicle operators?
6. Description of Record Keeping and Reporting System. (2.1.1) Does the Draft Work Plan describe a record keeping and reporting system, and is the system acceptable?
7. Description of Procedures for Communicating with GOQ. (2.1.1) Does the Draft Work Plan describe procedures for communicating with the GOQ Project Administrator, and are the procedures acceptable?
8. Generator Information Program. (2.1.1) Does the Draft Work Plan describe the information program for Industrial Waste generators?
9. Sanitation and Preventative Maintenance Program. (2.1.1, 3.1.5, and 3.1.6) Does the Draft Work Plan describe the proposed equipment sanitation and preventative maintenance program?

10. Number of Industrial Waste Bins. (2.2.1 and 2.2.2) Does the Bidder indicate the number of Bins that will be procured and distributed and is the number sufficient given the number of Industrial Waste Generators?
11. Collection Frequency. (2.2.3) Does the Bidder commit to provide collection services at the minimum frequency required in accordance with the requirements?
12. Customer Notification. (2.3.2) Does the Bidder's Draft Work Plan describe a Customer collection time notification procedure that meets the requirements?
13. Number of Industrial Waste Collection Vehicles. (2.4) Does the Bidder indicate the number of Collection Vehicles that will be procured and is the number sufficient given the number of Bins and frequency of collection?
14. Use of Designated Facilities. (2.5.2) Does the Draft Work Plan commit to transport all collected Industrial Waste to Designated Facilities in accordance with the requirements?
15. Industrial Waste Diversion. (2.5.3) Does the Bidder describe a plan for diverting 20 percent of the industrial Waste collected that appears to be capable of meeting the requirement?
16. Ancillary Equipment. (3.1.13) Does the Bidder state that each industrial waste collection vehicle will be equipped with the required ancillary equipment?
17. Storage Location for Collection Vehicles. (3.1.14) Does the Draft Work Plan identify where Waste Collection Vehicles will be stored and do these places meet the minimum requirements?
18. Reserve Equipment. (3.1.15) Does the Draft Work Plan contain commitment of reserve equipment in sufficient number and type to meet the minimum requirements?
19. Uniforms. (3.3.5) Does the Bidder commit to providing uniforms for all employees that meet all of the requirements?
20. Spillage. (3.4.5) Does the Bidder commit to cleaning up spillage that occurs as a result of his operations?
21. Scavenging. (3.4.6) Does the Bidder commit to prohibiting employees from scavenging materials while performing collection activities?
22. Customer Service Office and Handling of Complaints. (2.8.1 and 3.5) Does the Bidder commit to operating, equipping, and staffing a Customer Service Office in conformance with the requirements?

### **Evaluation Criteria – Medical Waste Management Services Work Plan**

1. Environmental Impact Assessment Information. (2.1) Does the Draft Work Plan contain information sufficient to obtain an Environmental Impact Assessment approval from the Egyptian Environmental Affairs Agency?

2. Overall Project Schedule. (3.1.1) Does the Draft Work Plan provide an overall project schedule with adequate detail?
3. Operations Management. (3.1.1) Does the Draft Work Plan provide a detailed description of plans for administration and management of operations, and are these plans acceptable?
4. Information Management and Reporting. (3.1.1) Does the Draft Work Plan provide a detailed description of the information database, tracking, record keeping, and reporting systems, and are these systems acceptable?
5. Hours and Days of Operation. (2.11) Does the Bidder commit to operate all Collection activities and Treatment Facilities in accordance with the requirements?
6. Health Care Facility (HCF) Educational Materials. (3.1.1 and 3.13) Does the Draft Work Plan describe the process for developing and disseminating HCF Education Materials, and is the plan acceptable?
7. Receipt Documentation. (3.2.5) Does the Bidder's Draft Work Plan describe how each HCF will be provided with signed receipt for each collection of Medical Waste?
8. Collection Route Maps. (3.1.2) Does the Draft Work Plan provide maps of proposed collection routes, and are the proposed routes acceptable?
9. Route Time Schedules. (3.1.2 and 3.2.2) Does the Draft Work Plan contain schedules for collection, and are the schedules acceptable and commit to performing collection services at the minimum frequencies required?
10. Waste Delivery. (3.2.6) Does the Bidder commit to deliver all collected Infectious Medical Waste to Treatment Facility(s) within the specified time limit?
11. Unacceptable Waste. (3.7.5) Does the Bidder describe procedures for diverting any Unacceptable Waste delivered to the Treatment Facility(s), and are the procedures acceptable?
12. Delivery of Waste Containers. (3.1.2 and 3.3.1) Does the Draft Work Plan contain the schedule for delivering waste containers to the all HCFs, and is the schedule acceptable?
13. Container Technical Specifications. (3.3.2) Do the Medical Waste storage containers specified by the Bidder meet the technical requirements?
14. Sanitation, Inspection, and Preventative Maintenance. (3.1.2, 3.4.5, 3.4.6, and 3.4.7) Does the Draft Work Plan provide a proposed program and schedule for vehicle sanitation, inspection, and preventative maintenance, and are the program and schedule acceptable?
15. Ancillary Equipment. (3.4.12) Does the Bidder commit to equipping each waste collection/transport vehicle with the required ancillary equipment?

16. Storage Location for Collection Vehicles. (3.4.13) Does the Bidder identify where Infectious Medical Waste Collection Vehicles will be stored and do these places meet the minimum requirements?
17. Reserve Equipment. (3.4.14) Does the Bidder describe a plan that ensures that sufficient reserve equipment will be available at all times to meet the requirements?
18. Number and Type of Collection Personnel and Equipment. (3.1.1, 3.1.2, and 3.1.5) Does the Draft Work Plan contain a description of the number and type of personnel and equipment to be used for waste collection by the Bidder and do the numbers and types of personnel and equipment appear to be sufficient to meet the requirements?
19. Capacity Calculations and Design. (2.6, 3.1.3, 3.5.2, and 3.6.1) Does the Draft Work Plan provide calculations of the daily and annual design capacity and average and peak daily flows for incoming Medical Waste and outgoing Treated Medical Waste Residue and does the proposed treatment facility(s) have the capacity and required components to treat all of the Medical Waste generated in the service area?
20. Treatment Standards. (3.1.3 and 3.5.3) Does the proposed treatment methodology comply with the treatment standards.
21. Proven Technology. (3.5.4) Does the Bidder provide supporting data to demonstrate that the proposed treatment methodology complies with the Proven Technology standard?
22. Site Plan. (3.1.1 and 3.1.3) Does the Draft Work Plan contain a Site Plan for each treatment facility that includes a vicinity map and delineates existing and final contours, property boundary, perimeter fencing, gates, buildings, all major equipment, roads, and drainage structures?
23. Registered Engineer's Signature. (2.1) Are all engineering drawings approved by an Engineer?
24. Process Description. (3.1.3 and 3.7.6 – 3.7.8) Does the Draft Work Plan provide a narrative description and process flow diagram for each treatment facility, and are they acceptable?
25. Residue Characteristics. (3.1.3) Does the Draft Work Plan provide details relating to the characteristics of Treated Medical Waste Residue including potential hazards/toxicity, and are the characteristics acceptable?
26. Testing Protocols. (3.1.3 and 3.10) Does the Draft Work Plan provide documentation that the verification testing protocols are workable and valid?
27. Wash-down Water. (3.1.3 and 3.9.6) Does the Draft Work Plan describe the method of wash-down water control, treatment, and disposal, and are these acceptable?
28. Contingency Plans. (3.1.3 and 3.9.9) Does the Draft Work Plan provide contingency plans for corrective and remedial actions, and are the plans acceptable?

29. Maintenance Activities. (3.1.3 and 3.8) Does the Draft Work Plan describe the regular and periodic facility and equipment maintenance activities, and are they acceptable?
30. Health and Safety and Emergency Response. (3.1.3, 3.12, and 3.13) Does the Draft Work Plan describe occupational health and safety, emergency response, and other education and training programs, and are they acceptable?
31. Facility Staffing. (3.1.1 and 3.1.5) Does the Draft Work Plan include descriptions of the qualifications, duties, responsibilities, and number of positions for each category of personnel at the facility, and are these acceptable?
32. Scavenging. (3.2.7) Does the Bidder commit to prohibiting scavenging from any component of Medical Waste?
33. Uniforms and Safety Equipment. (3.11.3) Does the Bidder commit to providing all required uniforms and safety equipment for all employees?
34. Customer Service Office. (3.14.1) Does the Bidder commit to operating, equipping, and staffing a Customer Service Office in conformance with the requirements?
35. Complaint Handling. (3.14) Does the Bidder provide a description of complaint handling procedures that meet the requirements?

## **STEP 2(C) – FACILITIES AND EQUIPMENT**

*“20 points for the quality of the proposed equipment and facilities. The minimum points required for this element is 15.”*

### **Evaluation Criteria – Residential and Commercial Collection Equipment**

1. Equipment Manufacturer’s Literature. (2.1) Does the Draft Work Plan contain manufacturer’s literature for all proposed waste collection equipment and containers?
2. Collection Equipment Quality. (3.1) Are the types of Waste Collection Equipment proposed by the Bidder of a quality suitable for the intended usage?
3. Collection Vehicle Cargo Area Integrity. (3.1.3) Do the waste storage areas of Waste Collection Vehicles meet the minimum requirement?
4. Collection Vehicles without Hydraulic Compaction. (3.1.4) Do the vehicles without hydraulic compaction meet the minimum requirements regarding cover and dumping mechanism?
5. Collection Vehicles with Hydraulic Compaction. (3.1.5) Do the vehicles with hydraulic compaction meet the compaction minimum requirement?
6. Roll-out Carts Technical Specifications. (3.3.1) Do the Rollout Carts proposed to be supplied by the Bidder meet all of the technical specifications?

7. WPS Bin Technical Specifications. (Section 3.4.1) Do the Bins proposed to be supplied by the Bidder meet all of the technical specifications?

### **Evaluation Criteria – Processing and Transfer Facilities and Equipment**

1. Equipment Specifications. (3.1.1.3) Does the Draft Work Plan contain manufacturer's literature for all proposed processing and transfer equipment?
2. Compost Feedstock – Equipment Quality. (3.4.1) Is the equipment proposed by the Bidder of a quality and durability appropriate for the intended use and capable of meeting the specifications at the proposed design capacity?
3. Active Composting – Equipment Quality. (3.4.2) Is the equipment proposed by the Bidder of a quality and durability appropriate for the intended use and proposed design capacity?
4. Curing and Refining – Equipment Quality. (3.4.3 and 3.4.4) Is the equipment proposed by the Bidder of a quality and durability appropriate for the intended use and capable of meeting the specification at the proposed design capacity?
5. Compost Facility Laboratory (3.5.11) Is the facility proposed by the Bidder capable of performing the analyses listed in the requirements?

### **Evaluation Criteria – Landfilling Facilities and Equipment**

1. Equipment Specifications. (3.1.3) Does the Draft Work Plan contain a list of the type, operational characteristics and specifications for all major equipment?
2. Landfill Equipment Quality. (3.1.3) Is the equipment proposed by the Bidder of a quality and durability appropriate for the intended use and capable of meeting the specifications at the proposed design capacity?
3. Access Roads. (3.2.2.1 and 3.2.2.7) Is the access road and the on-site access road described by the Bidder of a quality that will meet the requirements?
4. Scale House. (3.2.2.4) Is the scale(s) specified by the Bidder of sufficient quality to meet the requirements?
5. Office Building. (3.2.2.5) Does the Office Building designed by the Bidder meet the requirements?

### **Evaluation Criteria – Street and Public Facility Cleaning Equipment**

1. Equipment Manufacturer's Literature. (2.1.1) Does the Draft Work Plan contain manufacturer's literature for all proposed street and public facility cleaning equipment?

2. Equipment Quality. (2.1.1) Is the equipment proposed by the Bidder of a quality and durability appropriate for the intended use and capable of meeting the specifications at the proposed operating capacity?
3. Mechanical Sweepers. (3.1.3) Do the Mechanical Sweepers specified by the Bidder meet the technical specifications?
4. Litter Baskets. (3.2.2) Do the Litter Baskets specified by the Bidder meet the technical specifications?
5. Manual Sweeper Carts. (3.3.2) Do the Manual Sweeper Carts specified by the Bidder meet the technical specifications?
6. Washing Equipment. (3.5.1) Does the washing equipment specified by the Bidder meet the technical specifications?

### **Evaluation Criteria – Industrial Waste Collection Equipment**

1. Equipment Manufacturer’s Literature. (2.1.1) Does the Draft Work Plan contain manufacturer’s literature for all proposed waste collection equipment and bins?
2. Equipment Quality. (2.1.1 and 3.1.1) Is the equipment proposed by the Bidder of a quality and durability appropriate for the intended use and capable of meeting the specifications at the proposed operating capacity?
3. Container Integrity. (3.1.3 and 3.2.3) Do Industrial Waste Bins and the waste storage areas of Waste Collection Vehicles meet the minimum requirement?
4. Industrial Waste Bin Technical Specifications. (3.2.3) Do the Bins specified by the Bidder meet the minimum technical requirements?

### **Evaluation Criteria – Medical Waste Management Facilities and Equipment**

1. Equipment Manufacturer’s Literature and Specifications. (3.1.4) Does the Draft Work Plan contain equipment specifications and manufacturer’s literature for all proposed collection and treatment equipment?
2. Container Technical Specifications. (3.3.2) Do the Medical Waste containers specified by the Bidder meet the minimum technical requirements?
3. Cargo Area Integrity. (3.4.4) Does the waste storage areas of Medical Waste Collection Vehicles meet the minimum requirement?
4. Waste Receiving. (3.6.2) Is the equipment proposed by the Bidder capable of weighing and classifying Medical Waste in accordance with the requirements at the proposed design capacity?
5. Proven Treatment Technology. (3.1.3 and 3.5.4) Does the Draft Work Plan provide information regarding the facility type, number of treatment units, equipment specifications, and availability of equipment, and do they meet the requirements?

6. Treatment Standard. (3.1.3, 3.5.3, and 3.5.4) Does the Draft Work Plan provide complete documentation that the equipment proposed for use by the Bidder will yield the microbial inactivation criteria specified?
7. Fail-Safe System. (3.5.3) Does the Treatment Facility(s) have a built-in fail-safe technology that meets the requirements?

**STEP 2(B) – KEY PERSONNEL**

*“15 points for the numbers, qualifications, and competence of the key personnel proposed for the assignment distributed as follows:*

- 1. Qualifications and experience of the proposed resident general manager (20%)*
- 2. Qualifications and experience of other key personnel for the assignment including experience in the required areas of expertise (40%)*
- 3. Consistency of the staffing plan with the work plan including the type and numbers of personnel compared to the services to be provided (40%)*

*The minimum number of points required for this element is 10.”*

**Evaluation Criteria - Proposed Resident Manager**

1. Job Description. Does the Bidder provide information defining the duties and responsibilities for the Resident Manager?
2. Completeness of CV. Does the CV of the proposed Resident Manager contain sufficient information to evaluate the individual’s capabilities and qualifications?
3. Qualifications of Individual. Is the proposed Resident Manager qualified for the position?
4. Signed Commitment Letter. Is there a signed commitment letter from the proposed Resident Manager to accept the position?

**Evaluation Criteria – Other Key Personnel**

1. Job Description. Does the Bidder provide information defining the duties and responsibilities for all, and no less than five, of the other key personnel that report directly to the Resident Manager?
2. Completeness of CV. Do the CVs of the proposed other key personnel contain sufficient information to evaluate the individuals capabilities and qualifications?
3. Qualifications of Individual. Are the proposed other key personnel qualified for their positions?
4. Signed Commitment Letter. Are there signed commitment letters from each of the other key personnel that they will accept their proposed positions?

### **Evaluation Criteria – Staffing Plan**

1. Staffing Plan Quality/Detail. Does the Bidder provide a senior management plan with sufficient quality and level of detail to properly assess the staffing plan?
2. Staffing Level. Does the Bidder’s senior management plan provide the staff positions and number of personnel consistent with the scope and scale of the proposed Contract?
3. Appropriate Work Assignments. Do the job descriptions for the other key personnel match the needs of the positions with regard to the scope and scale of the proposed Contract?

### **STEP 2(A) – OVERALL QUALITY**

*“15 points for the quality and level of detail of the Technical Proposal. The minimum points required for this element is ten (10).”*

### **Evaluation Criteria**

1. Level of Detail. Is the Bidder’s Technical Proposal responsive to the RFT in terms of providing the level of detail required to perform the Technical Evaluation?
2. Comprehension. Does the Bidder’s Technical Proposal demonstrate comprehension of the scope and scale of providing the Service(s) in Qalyoubiya?
3. Clarity. Is the Bidder’s Technical Proposal organized in a manner that clearly presents its organization, approach, Key Personnel and Draft Work Plans?
4. Appropriate to Requirements. Are the Draft Work Plans in the Bidder’s Technical Proposal appropriate for the requirements of the Service(s)?
5. Overall Quality. What is the overall quality of the Bidder’s Technical Proposal?

## **SECTION 4**

### **STEP 3 – FINANCIAL PROPOSAL OPENING**

#### **PROCEDURES**

The opening and tabulation of the Financial Proposals must be completed by a Financial Committee that is separate from the Technical Committee only upon completion of the evaluation of the Technical Proposals.

The Financial Committee must then open the Financial Proposal of each Bidder that has achieved the minimum points required for the Technical Evaluation. The Committee must examine each Proposal to determine whether it meets certain Mandatory Financial Requirements. Financial Proposals that do not meet all the Mandatory Financial Requirements are rejected from further consideration. The Committee will then tabulate the Bidding Schedules in all the Financial Proposals that meet the Mandatory Financial Requirements and determine which Bidder has the lowest price.

#### **MANDATORY FINANCIAL CRITERIA (RFT 4.6)**

1. Completed Price Forms. Does the Financial Proposal contain Bidder's Price Form Schedules, fully completed and without qualifications, for all services that the Bidder proposes to provide?
2. Currency. Are all prices quoted in Egyptian Pounds (LE)?

#### **BID SHEET TABULATION**

Appendix B provides draft bid tabulation forms prepared by the TAP.

## **SECTION 5**

### **STEP 4 – CONTRACT AWARD**

The Committee shall then recommend to the GOQ the Bidder that has met all the requirements and has the lowest price for each of the Contracts. The lowest bid price will be determined by comparing the Total Annual Price of each Bidder's Bidding Schedule contained in the Financial Proposals.

**APPENDIX A**  
**TENDER EVALUATION FORMS**

Contractor: \_\_\_\_\_

**Evaluation Form for Technical Proposal Submittal Requirements  
Solid Waste Management and Cleaning Services**

**Name of Evaluator:**

Reference	Criteria	Yes	No
	<b>1. Tender Offer Submittal Date</b>		
RFT 5.3.1	Was the Tender Offer submitted by the deadline?		
	<b>2. Packaging and Labeling of Tender Offer</b>		
RFT 5.1.1	Original in Arabic?		
RFT 5.1.1	Original in English?		
RFT 5.2	Properly sealed and marked?		
	<b>3. Conformance with Statement of Qualifications</b>		
	Same group as was pre-qualified?		
	Pre-qualified for same services?		
	<b>4. Signing of Tender Offer</b>		
RFT 5.1.2	Signed by duly authorized person?		
	<b>5. Modification of Tender Offer</b>		
RFT 5.5.2	Modifications properly submitted?		
	<b>6. Bid Letter of Guarantee</b>		
RFT 4.7.2	Backed by acceptable Surety?		
RFT 4.7.1	Is it for the proper amount for each Price Form?		
RFT 4.7.2	Is it in accordance with the required content?		
	<b>7. Joint Ventures</b>		
RFT 4.4.1	Same JV arrangement, or if changed, approved by GOQ?		
RFT 4.4.3	Description of shareholding & responsibilities?		
RFT 4.5.3	Commitment letter from each participant?		
RFT 4.5.3	Lead company identified?		
RFT 4.7.3	Bid Letter in name of all participants?		
	<b>8. Content of Technical Proposal</b>		
RFT 4.5.1	Bid Letter of Guarantee?		
RFT 4.5.2	Formal Bidder's Commitment Letter?		
RFT 4.5.9	Include copies of all Addenda?		
	<b>Does the Technical Proposal meet all the requirements?</b>		

**Signature of Evaluator:**

**Contractor:** \_\_\_\_\_

**Solid Waste Management and Cleaning Services**

**Technical Evaluation Form - Residential and Commercial Waste Collection Work Plan**

**Name of Evaluator:** \_\_\_\_\_

Specification Reference	Criteria	Enter Numerical Score (0, 1, or 2)	Enter Criteria Weight (1, 2, or 3)	Input Not Required (Calculated Score)
2.1	Collection Route Maps			
2.1	Collection Route Time Schedule			
2.1	Description of Personnel			
2.1	Personnel Recruitment and Training Plan			
2.1, 3.3.2, 3.3.3, 3.4.2 & 3.4.3	Container Distribution and Maintenance Plan			
2.1	Driver Training and Testing Program			
2.1	Equipment List			
2.1 & 3.6.2	Administration and Field Supervision Plan			
2.1	Record Keeping and Reporting System			
2.1	Procedures for Communicating with GOQ & Customers			
2.1, 2.14 & 3.8	Customer Service Office Plan & Procedures			
2.1	Vehicle Sanitation and Maintenance Plan			
2.5.2	BTB Service Commitment			
2.5.2, 2.7.2 & 3.3	BTB Service Adequacy			
2.9.2	BTB Waste Collection Hours			
3.3	Number of Rollout Carts			
2.5.3	WPS Service Commitment			
2.5.3, 2.7.3 & 3.4	WPS Service Adequacy			
3.4	Number of Bins			
2.5.4	LCG Service Commitment			
2.5.4, 2.7.4 & 3.5	LCG Service Adequacy			
3.5	Number of LCG Containers			
2.8.1	Collection Service Frequency			
3.7.7	Compliance with Local Ordinance			
2.11	Use of Designated Facilities			
3.1.14	Ancillary Equipment			
3.1.15	Storage Location of Collection Vehicles			
3.1.16	Reserve Equipment			
3.6.4	Uniforms			
3.7.8	Spillage			
3.7.9	Scavenging			
	Weighted Score			0
	Total score when all Criteria are rated acceptable (1)			0
	Service %			0%

**Signature of Evaluator:** \_\_\_\_\_

Contractor: \_\_\_\_\_

**Solid Waste Management and Cleaning Services  
Technical Evaluation Form - Processing and Transfer Work Plan**

**Name of Evaluator:** \_\_\_\_\_

Specification Reference	Criteria	Enter Numerical Score (0, 1, or 2)	Enter Criteria Weight (1,2, or 3)	Input Not Required (Calculated Score)
2.1.1	Detailed Description of All Facilities			
2.2.1	Source of Waste			
2.2.2	Hours of Operation & Access Control			
3.1.1.1	Site Plans			
3.1.1.2	Design and Operations Description			
3.1.1.2	Facility Adequacy			
3.1.1.4	Staffing Plan			
3.2.1	Weighing and Classification System			
3.2.2	Residence Time – Consolidation Sites and Transfer Facilities			
3.2.2	Residence Time - Putrescible Materials			
3.3.1	Handling of Putrescible Waste			
3.3.2	Location of Waste Processing			
3.3.3	Scavenging			
3.3.4	Transport of Materials			
3.3.5 & 3.4.7	Waste Disposal			
3.4.1	Compost Feedstock			
3.4.1.2	Bulking Agents			
2.4.2	Active Composting - Technology			
3.4.2	Active Composting - Moisture Content			
3.4.2	Active Composting - Residence Time			
3.4.2.1	Active Composting - Pathogen Reduction			
3.4.6.1	Active Composting - Temperature Monitoring			
3.5.4	Composting Record			
2.4.3	Compost Curing			
3.4.3	Compost Curing - Residence Time			
3.4.3.1	Compost Curing - Stability			
3.4.6.2	Compost Curing - Temperature Monitoring			
3.5.2 - 3.5.5	Curing Record			
3.4.5	Windrow and Curing Pile Identification			
3.5.6	Compost Refinement Record			
3.5.7	Compost Storage and Distribution Record			
3.7.1	Facility Management			
3.8.1	Run-off and Leachate Control			
3.8.2	Facility Access Control			
3.5.8	Odor Complaint Record			
3.8.3	Litter Control			
3.5.9	Spill Record			
3.5.10	Emergency Event Record			
3.5.11	Laboratory Records			
	Weighted Score			0
	Total score when all Criteria are rated acceptable (1)			0
	Service %			0%

**Signature of Evaluator:** \_\_\_\_\_

**Contractor:** \_\_\_\_\_

**Solid Waste Management and Cleaning Services  
Technical Evaluation Form - Landfill Work Plan**

**Name of Evaluator:** \_\_\_\_\_

<b>Specification Reference</b>	<b>Criteria</b>	<b>Enter Numerical Score (0, 1, or 2)</b>	<b>Enter Criteria Weight (1, 2, or 3)</b>	<b>Input Not Required (Calculated Score)</b>
3.1	Project Schedule			
3.1	Permitting			
3.1.1	Site Plan			
3.1.1	Site Plan - Existing & Final Contours			
3.1.1	Site Plan - Property Boundary			
3.1.1, 3.2.2.1 & 3.2.2.7	Site Plan - Access Roads			
3.1.1 & 3.2.2.2	Site Plan - Perimeter Fencing & Entrance Gate			
3.1.1	Site Plan - Major Structure Locations			
3.1.1	Site Plan - Drainage Structures			
3.1.1	Site Plan - Maintenance Yard			
2.5-2.7 & 3.1.2	Preliminary Design, Construction & Operations Plan			
3.1.2	Executive Summary			
2.5 & 3.1.2	Design Criteria			
2.5 & 3.1.2	Design Capacity			
3.1.2 & 3.4.9	Disposal Density			
3.1.2 & 3.4.10	Waste Volume & Cover Requirements			
3.1.2, 3.2.2.4 & 3.4.4	Scale House Operations & Procedures			
3.1.2 & 3.4.2	Site Security			
3.1.2 & 3.4.12.1	Facility & Equipment Maintenance			
3.1.2 & 3.4.19	Animal Vector Management Plan			
3.1.2 & 3.4.10	Cover Management Plan			
3.1.2 & 3.4.18	Dust Management Plan			
3.1.2 & 3.4.15	Fire Control Plan			
2.8.1, 3.1.2 & 3.9.1	Groundwater Management Plan			
3.1.2 & 3.3.1	Construction and Quality Control Plan			
2.8.2, 3.1.2, 3.2.2.9 & 3.9.2	Landfill Gas Management Plan			
3.1.2 & 3.2.2.14	Surface Water Management Plan			
3.1.2 & 3.4.6	Waste Monitoring Plan			
3.1.2	Noise Control			
3.1.2	Contingency Plans			
2.9 & 3.1.2	Closure Plan			
3.1.2	List of Permits			
2.9, 3.1.2, & 3.2.2.16	Final Cover and Elevation			
3.1.4 & 3.4.1	Staffing Plan			
	Weighted Score			0
	Total score when all Criteria are rated acceptable (1)			0
	Service %			0%

**Signature of Evaluator:** \_\_\_\_\_

Contractor: \_\_\_\_\_

<b>Solid Waste Management and Cleaning Services Technical Evaluation Form - Streets and Public Facility Cleaning Work Plan</b>				
<b>Name of Evaluator:</b>				
Specification Reference	Criteria	Enter Numerical Score (0, 1, or 2)	Enter Numerical Weight (1, 2, or 3)	Input Not Required (Calculated Score)
2.1.1	Cleaning Route Maps			
2.1.1 & 2.3	Cleaning Route Time Schedule			
2.1.1	Description of Personnel			
2.1.1	Performance Guidelines			
2.1.1	Personnel Recruiting and Training Plan			
2.1.1	Equipment List			
2.1.1, 2.6.2 & 2.6.3	Waste Transfer			
2.1.1	Water Supply			
2.1.1	Administration and Field Supervision Plan			
2.1.1 & 3.2	Litter Basket Distribution & Maintenance			
2.1.1	Record Keeping and Reporting System			
2.1.1	Procedures for Communicating with GOQ			
2.1.1	Vehicle Sanitation and Maintenance Plan			
2.2.1	Mechanical Sweeping of Primary Roads			
2.2.1	Mechanical Sweeping Adequacy			
2.3.4	Mechanical Sweeping Hours			
2.2.2	Manual Sweeping			
2.2.2	Manual Sweeping Adequacy			
2.3.5	Manual Sweeping Hours			
2.2.3	Cleaning of Unpaved Streets			
2.2.3	Cleaning of Unpaved Streets Adequacy			
2.3.6	Cleaning of Unpaved Streets Hours			
2.2.4	Public Facilities Litter Collection			
2.2.4	Public Facilities Litter Collection Adequacy			
2.3.7	Public Facilities Litter Collection Hours			
2.2.5	Litter Basket Service			
2.2.5	Litter Basket Service Adequacy			
2.3.8	Litter Basket Service Hours			
2.1.1 & 2.2.6	Public Structure Washing Service			
2.2.6	Public Structure Washing Adequacy			
2.10.1	Public Structure Washing Frequency			
2.10.4	Wash Water Management			
2.2.7	Supplemental Manpower			
3.1.11	Ancillary Equipment			
3.1.13	Reserve Equipment			
3.6.4	Uniforms			
3.7.7	Spillage			
	Weighted Score			0
	Total score when all Criteria are rated acceptable (1)			0
	Service %			0%

**Signature of Evaluator:**

**Contractor:** \_\_\_\_\_

<b>Solid Waste Management and Cleaning Services Technical Evaluation Form - Public Information Work Plan</b>				
<b>Name of Evaluator:</b>				
<b>Specification Reference</b>	<b>Criteria</b>	<b>Enter Numerical Score (0,1, or 2)</b>	<b>Enter Criteria Weight (1,2, or 3)</b>	<b>Input Not Required (Calculated Score)</b>
3.1.1 & 3.1.5	Staffing and Management			
3.1.5	Staffing Level			
3.1.5	Staff Experience			
3.1.2	Promotion Activities			
3.1.3	Public Information Activities			
3.1.4 & 3.5	News and Media Relations			
3.3	Initial Customer Notification			
3.4.2 & 3.4.3	Follow-up Customer Notification			
3.4.4	Annual Follow-up Customer Notification			
3.6	Coordination with GOC PACT			
3.8	Customer Service Office			
	Weighted Score			0
	Total score when all Criteria are rated acceptable (1)			0
	Service %			0%

**Signature of Evaluator:**

**Contractor:** \_\_\_\_\_

<b>Solid Waste Management and Cleaning Services                      Summary of Draft Work Plan Technical Evaluation</b>			
<b>Name of Evaluator:</b>			
Service	Calculated Service %	Input-Service Weight (Total must = 50)	Calculated Score
Residential and Commercial Collection	0%		0.0
Processing and Transfer	0%		0.0
Landfill	0%		0.0
Streets and Public Facility Cleaning	0%		0.0
Public Information	0%		0.0
Score for Step 2(d)			0.0
Note: must score minimum of 35 out of 50 possible points			

**Signature of Evaluator:**

**Contractor:**

**Solid Waste Management and Cleaning Services  
Technical Evaluation Form - Facilities & Equipment**

**Name of Evaluator:**

Specification Reference	Criteria	Enter Numerical Score (0, 1, or 2)	Enter Criteria Weight (1, 2, or 3)	Input Not Required (Calculated Score)
<b>Residential and Commercial Waste Collection Service</b>				
2.1	Equipment Manufacturer Literature			
3.1	Collection Equipment Quality			
3.1.3	Collection Vehicle Cargo Area Integrity			
3.1.4	Collection Vehicles without Hydraulic Compaction			
3.1.5	Collection Vehicles with Hydraulic Compaction			
3.3.1	Roll-out Cart Technical Specifications			
3.4.1	WPS Bin Technical Specifications			
	Weighted Score			0
	Total score when all Criteria are rated acceptable (1)			0
	Service %			0%
<b>Processing and Transfer Service</b>				
3.1.1.3	Equipment Manufacturer Literature			
3.4.1	Compost Feedstock Equipment Quality			
3.4.2	Active Composting Equipment Quality			
3.4.3 & 3.4.4	Curing and Refining Equipment Quality			
3.5.11	Compost Facility Laboratory			
	Weighted Score			0
	Total score when all Criteria are rated acceptable (1)			0
	Service %			0%
<b>Landfill Service</b>				
3.1.3	Equipment Specifications			
3.1.3	Landfill Equipment Quality			
3.2.2.1 & 3.2.2.7	Access Roads			
3.2.2.4	Scale House			
3.2.2.5	Office Building			
	Weighted Score			0
	Total score when all Criteria are rated acceptable (1)			0
	Service %			0%
<b>Streets and Public Facility Cleaning Service</b>				
2.1.1	Equipment Manufacturer Literature			
2.1.1	Equipment Quality			
3.1.3	Mechanical Sweepers			
3.2.2	Litter Baskets			
3.3.2	Manual Sweeper Carts			
3.5.1	Washing Equipment			
	Weighted Score			0
	Total score when all Criteria are rated acceptable (1)			0
	Service %			0%
	<b>Service</b>	<b>Calculated Service %</b>	<b>Service Weight (Must Total 20)</b>	<b>Calculated Score</b>
	Residential and Commercial Collection	0%		0.0
	Processing and Transfer	0%		0.0
	Landfill	0%		0.0
	Streets and Public Cleaning	0%		0.0
	Score for Step 2(c)			0.0
Note: must score minimum of 15 out of 20 possible points				

**Signature of Evaluator:**

Contractor: \_\_\_\_\_

<b>Solid Waste Management and Cleaning Services</b> <b>Technical Evaluation Form - Key Personnel</b>			
<b>Name of Evaluator:</b>			
Specification Reference	Enter Numerical Score (0, 1, or 2)	Enter Criteria Weight (1, 2, or 3)	Input Not Required (Calculated Score)
<b>Proposed Resident Manager</b>			
Job Description Provided			
Completeness of CV			
Qualifications of Individual			
Signed Commitment Letter			
Weighted Score			0
Total score when all Criteria are rated acceptable (1)			0
Resident Manager Score			0.0
<b>Other Key Personnel</b>			
Job Descriptions Provided			
Completeness of CVs			
Qualifications of Individuals			
Signed Commitment Letters			
Weighted Score			0
Total score when all Criteria are rated acceptable (1)			0
Other Key Personnel Score			0.0
<b>Staffing Plan</b>			
Staffing Plan Quality/Detail			
Staffing Levels			
Appropriate Work Assignments			
Weighted Score			0
Total score when all Criteria are rated acceptable (1)			0
Staffing Plan Score			0.0
<b>Score for Step 2(b)</b>			<b>0.0</b>
Note: must score minimum of 10 out of 15 possible points			

**Signature of Evaluator:**

Contractor: \_\_\_\_\_

<b>Solid Waste Management and Cleaning Services Technical Evaluation Form - Overall Quality</b>			
<b>Name of Evaluator:</b>			
Specification Reference	Enter Numerical Score (0, 1, or 2)	Enter Criteria Weight (1, 2, or 3)	Input Not Required (Calculated Score)
Level of Detail			
Comprehension			
Clarity			
Appropriate to Requirements			
Overall Quality			
Weighted Score			0
Total score when all Criteria are rated acceptable (1)			0
Quality %			0%
Score for Step 2(a)			0.0
Note: must score minimum of 10 out of 15 possible points			

Signature of Evaluator:

Contractor: \_\_\_\_\_

<b>Solid Waste Management and Cleaning Services Summary of Technical Evaluation</b>			
<b>Name of Evaluator:</b>			
Evaluation Category	Score	Required Passing Score	Automatic Determination
Overall Quality	0.0	10	<b>Failed</b>
Personnel	0.0	10	<b>Failed</b>
Equipment and Facilities	0.0	15	<b>Failed</b>
Work Plan	0.0	35	<b>Failed</b>
Total	0.0	70	<b>Failed</b>

Signature of Evaluator:

**Contractor:** \_\_\_\_\_

<b>Industrial Waste Management Services Technical Evaluation Form - Work Plan</b>				
<b>Name of Evaluator:</b>				
Specification Reference	Criteria	Enter Numerical Score (0, 1, or 2)	Enter Criteria Weight (1, 2, or 3)	Input Not Required (Calculated Score)
2.1.1	Collection Route Maps			
2.1.1	Description of Personnel			
2.1.1	Performance Guidelines for Operators			
2.1.1 & 3.3.3	Administration & Management Plan			
2.1.1	Job Training Program			
2.1.1	Record Keeping and Reporting System			
2.1.1	Procedures for Communicating with GOQ			
2.1.1	Generator Information Program			
2.1.1, 3.1.5, & 3.1.6	Sanitation and Preventative Maintenance Program			
2.2.1 & 2.2.2	Number of Industrial Waste Bins			
2.2.3	Collection Frequency			
2.3.2	Customer Notification			
2.4	Number of Industrial Waste Collection Vehicles			
2.5.2	Use of Designated Facilities			
2.5.3	Industrial Waste Diversion			
3.1.13	Ancillary Equipment			
3.1.14	Storage Location for Collection Vehicles			
3.1.15	Reserve Equipment			
3.3.5	Uniforms			
3.4.5	Spillage			
2.4.6	Scavenging			
2.8.1 & 3.5	Customer Service Office and Handling of Complaints			
Weighted Score				0
Total score when all Criteria are rated acceptable (1)				0
Service %				0%
Score for Step 2(d)				0.0
Note: must score minimum of 35 out of 50 possible points				

**Signature of Evaluator:**

**Contractor:** \_\_\_\_\_

**Industrial Waste Management Services  
Technical Evaluation Form - Facilities & Equipment**

**Name of Evaluator:** \_\_\_\_\_

<b>Specification Reference</b>	<b>Criteria</b>	<b>Enter Numerical Score (0, 1, or 2)</b>	<b>Enter Criteria Weight (1, 2, or 3)</b>	<b>Input Not Required (Calculated Score)</b>
2.1.1	Equipment Manufacturer Literature			
2.1.1 & 3.1.1	Equipment Quality			
3.1.3 & 3.2.3	Container Integrity			
3.2.3	Industrial Waste Bins Specifications			
Weighted Score				0
Total score when all Criteria are rated acceptable (1)				0
Service %				0%
Score for Step 2(c)				0.0
Note: must score minimum of 15 out of 20 possible points				

**Signature of Evaluator:** \_\_\_\_\_

Contractor: \_\_\_\_\_

<b>Industrial Waste Management Services Technical Evaluation Form - Key Personnel</b>			
<b>Name of Evaluator:</b>			
Specification Reference	Enter Numerical Score (0, 1, or 2)	Enter Criteria Weight (1, 2, or 3)	Input Not Required (Calculated Score)
<b>Proposed Resident Manager</b>			
Job Description Provided			
Completeness of CV			
Qualifications of Individual			
Signed Commitment Letter			
Weighted Score			0
Total score when all Criteria are rated acceptable (1)			0
Resident Manager Score			0.0
<b>Other Key Personnel</b>			
Job Descriptions Provided			
Completeness of CVs			
Qualifications of Individuals			
Signed Commitment Letters			
Weighted Score			0
Total score when all Criteria are rated acceptable (1)			0
Other Key Personnel Score			0.0
<b>Staffing Plan</b>			
Staffing Plan Quality/Detail			
Staffing Levels			
Appropriate Work Assignments			
Weighted Score			0
Total score when all Criteria are rated acceptable (1)			0
Staffing Plan Score			0.0
Score for Step 2(b)			0.0
Note: must score minimum of 10 out of 15 possible points			

**Signature of Evaluator:**

Contractor: \_\_\_\_\_

<b>Industrial Waste Management Services Technical Evaluation Form - Overall Quality</b>			
<b>Name of Evaluator:</b>			
Specification Reference	Enter Numerical Score (0,1,or 2)	Enter Criteria Weight (1,2,or 3)	Input Not Required (Calculated Score)
Level of Detail			
Comprehension			
Clarity			
Appropriate to Requirements			
Overall Quality			
Weighted Score			0
Total score when all Criteria are rated acceptable (1)			0
Quality %			0%
Score for Step 2(a)			0.0
Note: must score minimum of 10 out of 15 possible points			

Signature of Evaluator:

Contractor: \_\_\_\_\_

<b>Industrial Waste Management Services Summary of Technical Evaluation</b>			
<b>Name of Evaluator:</b>			
Evaluation Category	Score	Required Passing Score	Automatic Determination
Overall Quality	0.0	10	<b>Failed</b>
Personnel	0.0	10	<b>Failed</b>
Equipment and Facilities	0.0	15	<b>Failed</b>
Work Plan	0.0	35	<b>Failed</b>
Total	0.0	70	<b>Failed</b>

Signature of Evaluator:

**Contractor:** \_\_\_\_\_

**Medical Waste Management Services  
Technical Evaluation Form – Work Plan**

**Name of Evaluator:** \_\_\_\_\_

Specification Reference	Criteria	Enter Numerical Score (0, 1, or 2)	Enter Criteria Weight (1, 2, or 3)	Input Not Required (Calculated Score)
2.1	EIA Information			
3.1.1	Overall Project Schedule			
3.1.1	Operations Management			
2.1.5 & 3.1.1	Information Management & Reporting			
2.11 & 3.2.2	Hours and Days of Operation			
3.1.1 & 3.13	Health Care Facility Educational Materials			
3.1.1 3.2.5	Receipt Documentation			
3.1.2	Collection Route Maps			
3.1.2 & 3.2.2	Route Time Schedules			
3.2.6	Waste Delivery			
3.7.5	Unacceptable Waste			
3.1.2 & 3.3.1	Delivery of Waste Containers			
3.1.2 & 3.3.2	Container Technical Specifications			
3.1.2, 3.4.5, 3.4.6 & 3.4.7	Sanitation, Inspection, & Preventative Maintenance			
3.4.12	Ancillary Equipment			
3.4.13	Storage Location for Collection Vehicles			
3.4.14	Reserve Equipment			
3.1.1, 3.1.2 & 3.1.5	Number & Type of Collection Personnel & Equipment			
2.6, 3.1.3, 3.5.2 & 3.6.1	Capacity Calculations and Design			
3.1.3 & 3.5.3	Treatment Specifications			
3.5.4	Proven Technology			
2.7, 3.1.1, & 3.1.3	Site Plan			
2.1	Register Engineer's Signature			
3.1.3 & 3.7.6-3.7.8	Process Description			
3.1.3	Residue Characteristics			
3.1.3 & 3.10	Testing Protocols			
3.1.3 & 3.9.6	Wash-down Water			
3.1.3 & 3.9.9	Contingency Plans			
3.1.3 & 3.8	Maintenance Activities			
3.1.3, 3.12 & 3.13	Health & Safety and Emergency Response			
3.1.1 & 3.1.5	Facility Staffing			
3.2.7	Scavenging			
3.11.3	Uniforms & Safety Equipment			
3.14.1	Customer Service Office			
3.14	Complaint Handling			
Weighted Score				0
Total score when all Criteria are rated acceptable (1)				0
% of Possible Score				0%
Score for Step 2(d)				0.0
Note: must score minimum of 35 out of 50 possible points				

**Signature of Evaluator:** \_\_\_\_\_

Contractor: \_\_\_\_\_

<b>Medical Waste Management Services Technical Evaluation Form - Facilities &amp; Equipment</b>				
<b>Name of Evaluator:</b>				
<b>Specification Reference</b>	<b>Criteria</b>	<b>Enter Numerical Score (0, 1, or 2)</b>	<b>Enter Criteria Weight (1, 2, or 3)</b>	<b>Input Not Required (Calculated Score)</b>
3.1.4	Equipment Manufacturer's Literature & Specifications			
3.3.2	Container Technical Specifications			
3.4.4	Cargo Area Integrity			
3.6.2	Waste Receiving			
3.1.3 & 3.5.4	Proven Technology			
3.1.3, 3.5.3, & 3.5.4	Treatment Standard			
3.5.3	Fail-safe System			
Weighted Score				0
Total score when all Criteria are rated acceptable (1)				0
Service %				0%
Score for Step 2(c)				0.0
Note: must score minimum of 15 out of 20 possible points				

**Signature of Evaluator:**

Contractor: \_\_\_\_\_

<b>Medical Waste Management Services Technical Evaluation Form - Key Personnel</b>			
<b>Name of Evaluator:</b>			
Specification Reference	Enter Numerical Score (0, 1, or 2)	Enter Criteria Weight (1, 2, or 3)	Input Not Required (Calculated Score)
<b>Proposed Resident Manager</b>			
Job Description Provided			
Completeness of CV			
Qualifications of Individual			
Signed Commitment Letter			
Weighted Score			0
Total score when all Criteria are rated acceptable (1)			0
Resident Manager Score			0.0
<b>Other Key Personnel</b>			
Job Descriptions Provided			
Completeness of CVs			
Qualifications of Individuals			
Signed Commitment Letters			
Weighted Score			0
Total score when all Criteria are rated acceptable (1)			0
Other Key Personnel Score			0.0
<b>Staffing Plan</b>			
Staffing Plan Quality/Detail			
Staffing Levels			
Appropriate Work Assignments			
Weighted Score			0
Total score when all Criteria are rated acceptable (1)			0
Staffing Plan Score			0.0
Score for Step 2(b)			0.0
Note: must score minimum of 10 out of 15 possible points			

**Signature of Evaluator:**

Contractor: \_\_\_\_\_

<b>Medical Waste Management Services Technical Evaluation Form - Overall Quality</b>			
<b>Name of Evaluator:</b>			
Specification Reference	Enter Numerical Score (0,1,or 2)	Enter Criteria Weight (1,2,or 3)	Input Not Required (Calculated Score)
Level of Detail			
Comprehension			
Clarity			
Appropriate to Requirements			
Overall Quality			
Weighted Score			0
Total score when all Criteria are rated acceptable (1)			0
Quality %			0%
Score for Step 2(a)			0.0
Note: must score minimum of 10 out of 15 possible points			

Signature of Evaluator:

Contractor: \_\_\_\_\_

<b>Medical Waste Management Services Summary of Technical Evaluation</b>			
<b>Name of Evaluator:</b>			
Evaluation Category	Score	Required Passing Score	Automatic Determination
Overall Quality	0.0	10	<b>Failed</b>
Personnel	0.0	10	<b>Failed</b>
Equipment and Facilities	0.0	15	<b>Failed</b>
Work Plan	0.0	35	<b>Failed</b>
Total	0.0	70	<b>Failed</b>

Signature of Evaluator:

**APPENDIX B**  
**FINANCIAL BID TABULATION FORMS**

**BID TABULATION SUMMARY FORM  
GOVERNORATE OF QALYUBIYA  
APPENDIX 2 SERVICES  
SOLID WASTE MANAGEMENT AND CLEANING SERVICES**

**ANNUAL PRICE SCHEDULE**

NAME OF CONTRACTOR =					
SERVICE	ANNUAL PRICE				
<b>ARTICLE 1: RESIDENTIAL AND COMMERCIAL COLLECTION</b>					
"DWELLING TO DWELLING" COLLECTION SERVICES					
"BUILDING TO BUILDING" COLLECTION SERVICES					
"WASTE POOLING SITE" COLLECTION SERVICES					
"LARGE COMMERCIAL GENERATOR" COLLECTION SERVICES					
<b>ARTICLE 2: PROCESSING AND TRANSFER</b>					
<b>ARTICLE 3: LANDFILL SERVICES</b>					
FACILITY DESIGN					
CONSTRUCTION					
OPERATIONS					
CLOSURE					
<b>ARTICLE 4: STREET CLEANING</b>					
MECHANICAL SWEEPING OF PRIMARY STREETS					
MANUAL SWEEPING OF PRIMARY STREETS					
MANUAL SWEEPING OF UNPAVED STREETS AND ALLEYS					
LITTER COLLECTION FROM PUBLIC AREAS					
LITTER BASKET SERVICE					
PUBLIC STRUCTURE WASHING					
SUPPLEMENTAL MANPOWER SERVICES					
<b>ARTICLE 5: PUBLIC EDUCATION</b>					
<b>TOTAL ANNUAL PRICE</b>					

**PAYMENT ADJUSTMENT SCHEDULE**

NAME OF CONTRACTOR =					
SERVICE REQUIREMENT	UNIT PAYMENT ADJUSTMENT FACTOR				
<b>APPENDIX 2 - RESIDENTIAL AND COMMERCIAL WASTE MANAGEMENT SERVICES</b>					
<b>ARTICLE 3 - LANDFILLING SERVICES</b>					
<b>LANDFILLING OF WASTE (OPERATIONS)</b>					
<b>ARTICLE 4: STREET CLEANING</b>					
<b>MECHANICAL SWEEPING OF PRIMARY STREETS</b>					
<b>MANUAL SWEEPING OF PRIMARY STREETS</b>					
<b>MANUAL SWEEPING OF UNPAVED STREETS AND ALLEYWAYS</b>					
<b>LITTER COLLECTION FROM PUBLIC AREAS</b>					
<b>LITTER BASKET SERVICE</b>					
<b>SUPPLEMENTAL MANPOWER SERVICES</b>					